Permit #F00162576

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00162576 **Type of Permit:** FILMING **Release Date:** 02/28/2020

Production Company	UNIVERSITY OF SOUTHERN CALIFORNIA
Insured Company Name	UNIVERSITY OF SOUTHERN CALIFORNIA
Contact Phone No. 1	213-740-2895
Contact Phone No. 2	
Fax	213-740-7308
Address	851 DOWNEY WAY, HSH 300 LOS ANGELES, California 90089
Production Title	OUR IMAGINARY FRIEND
Type of Production	Student

Producer	Nkechi Nwabudike
Director	Matthew Rauner
1st AD	Azza Malik
Production Manager	Nkechi Nwabudike
FilmL.A. Coordinator	Samuel Thompson
Location Manager	Nkechi Nwabudike
Primary Phone	Mobile - 213-257-0299
Secondary Phone	
Location Assistant	Ally Cheng
Primary Phone	Mobile - 909-331-9562
Secondary Phone	

Fees

FILMLA NON-REFUNDABLE STUDENT PERMIT FEE SIMPLE	$26.00	**Total Permit Fee**	$26.00
		Number of Locations	1

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Location

Permit Number F00162576
Production Company UNIVERSITY OF SOUTHERN CALIFOR...
Insured Company UNIVERSITY OF SOUTHERN CALIFOR...
Production Title OUR IMAGINARY FRIEND

Location Manager Nkechi Nwabudike
Primary Phone Mobile - 213-257-0299
Secondary Phone

Location Address 711 Cole Ave, Los Angeles, CA, 90038

Location Type Apartment Building

Film Dates 2/29/2020 - 3/1/2020 09:00 - 20:00 2 days
3/7/2020 - 3/8/2020 09:00 - 20:00 2 days

Open or Closed to the Public Open

Generic Conditions **THE CONSUMPTION OF ALCOHOLIC BEVERAGES AND THE USE OF DRUGS, INCLUDING MARIJUANA, ON LOCATION BY ANY CAST, CREW, OR INVITED GUESTS IS STRICTLY PROHIBITED.**
*LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
All vehicles must be parked on private property
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic
No Parking in handicap spaces at anytime.
No stopping or setting up in front of merchants or residents without prior approval

Please see attached documents OUR IMAGINARY FRIEND LETTER.pdf
Student Film Notification Form 022808.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	3

Personnel on Location

Type	Quantity
Cast	3
Crew	4
Spot Check	1

Filming Activities Interior Dialogue; Filming in room 320; Contained to room 320;

Jurisdiction **Political:** Los Angeles City - Council District 13 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Thomas Guide **Page:** 593 **Grid:** F6

Approvals LOS ANGELES CITY POLICE DEPARTMENT Richard Priest

Coordinator Note LAFD spot check approved: Per inspector Owens.

Coordinator Note NOT PERMITTED FOR ACTIVITIES IN COMMON AREAS OF THE APARTMENT BUILDING

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

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USC School of Cinematic Arts

STUDENT PRODUCTION OFFICE
Telephone: 213.740.2895
Fax: 213.740.7308
Email: spo@cinema.usc.edu

STUDENT CERTIFICATION

Falsifying information or using an invalid production number is a violation of the student conduct code. Production numbers may only be used for the class for which they are assigned.

Date: 02/20/2020 (Expires after 30 Days)

This is to certify that NKECHI NWABUDIICE is enrolled in CMPP 541B
NAME OF STUDENT CLASS NO.

for the SPRING, 2020 semester and is engaged in the production of an authorized
FALL/SPRING/SUMMER YEAR

student project, USC Production Number: 201-541-5135
PRODUCTION NO. [xxx-xxx-xxxx]

entitled OUR IMAGINARY FRIEND .
TITLE OF THE PRODUCTION

The number of cast and crew members: 1 – 3 / (4 – 10) / 10+ .
PLEASE CIRCLE ONE

The following individuals are members of the crew who are authorized to use this form:

NAME	POSITION	PHONE NUMBER
MATTHEW RAUNER	DIRECTOR	(847) 714-3572
ALEXANDRA CHENG	CINEMATOGRAPHER	(909) 331-9562
AZZA MALIK	EDITOR	(530) 979-4964

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Student productions undertaken by SCA students are for instructional purposes only and are not intended for any commercial use. **USC retains the copyright to the above stated student produced project.**

Student Signature: _____ Date: 02/20/2020

---------- **SPO STAFF USE ONLY** ----------

USC ID Number: 9382132127 Number of CREW members certified: 4

Sincerely,

USC SCHOOL OF CINEMATIC ARTS
STUDENT PRODUCTION OFFICE

S.P.O.

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NOTICE OF STUDENT FILMING

We, the student filmmakers named below on this form, are planning to film a student production in your neighborhood. We are applying for all necessary permits and agree to maintain all legally-required liability insurance. Additionally, all personnel required to ensure public safety will be on location. We will abide by all County or City filming rules and any specific guidelines applicable to your neighborhood.

We will make every effort not to disturb you and will treat your neighborhood with the respect it deserves. Thank you in advance for your hospitality and cooperation while we are filming on your street.

When filming on-location in the County or City of Los Angeles, advance notice must be provided to all residents, merchants and/or businesses within a 500 foot radius of the filming location. Exceptional filming activities, such as simulated gunfire, may require us to notify a wider area.

We will be filming scenes for the following production/project.

PROJECT TITLE	Our Imaginary Friend				
FILMING ADDRESS	711 Cole Ave, Apt 320, Los Angeles, CA 90038.				
DATE(S)	2/29/2020, 3/1/2020, 3/7/2020, 3/8/2020				
HOURS	FROM	9:00 AM	TO	8:00 PM	

Description of scenes & parking:

Interior Scenes shot in the living room of Apt 320.

Garage parking for Apt 320.

If you have any questions and/or concerns regarding this production, please contact us using the information provided below.

Nkechi Nwabudike	213-237-029
Name of Primary Student Contact Jasmine McLaurin	Daytime Phone # 202-905-1564
Name of School/Class Administrator	Daytime Phone #

You may also contact FilmL.A., the City/County's official film permit coordinator at (213) 977-8600, 24 hours per day, 7 days per week, for assistance.

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